

**S-E-C-R-E-T**

**OFFICE OF TRAINING**

OFFICE

9 November 1959

NOV 27-59

**SUBJECT: Reorganization of the Assessment & Evaluation Staff, OTR**

1. Reorganization of the Assessment and Evaluation Staff has resulted in elimination of the training evaluation function and a reduction in the amount of Staff time devoted to research. The internal structure of the Staff is now as follows:

a. Research and Testing Branch (RTB/AE/TR). This represents a consolidation of the Research Branch and the Testing Unit of the Testing Services Branch. Chief [REDACTED]

25X1A

b. Training Support Branch (TSB/AE/TR). This Branch has absorbed those activities which were performed by the Training Evaluation Branch which did not pertain to the evaluation function per se. Chief, [REDACTED]

25X1A

c. Assessment Branch (AB/AE/TR). The activities of this Branch remain unchanged. Chief [REDACTED]

25X1A

d. Administrative Unit (AU/AE/TR). This Unit performs the clerical, secretarial and administrative functions which were performed by the Testing Services Branch. Chief, [REDACTED]

25X1A

2. A chart showing the present organization of the Staff is attached.

25X1A

**MATTHEW BAIRD**  
Director of Training

Attachment

Distribution:

All TLO's  
OTR - Key 1D

This document is part of an integrated file. If separated from the file it must be subjected to individual systematic review.

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